

| IBM Software Group

# IBM Lotus Domino Document Manager - *collaborative document management for the enterprise*

Presenter's Name & Title

Date



@business on demand software

# Agenda

- What is collaborative document management?
- Why is it important?
- What is IBM Lotus Domino Document Manager?
- How can the product help organizations?



## What is collaborative document management?



Solutions that support the *capture, storage, and management* of documents that *have been worked on jointly with others*



# Why is collaborative document management important?

- **The Main Reason:** An organization's knowledge is scattered on hard drives, email, shared networks / file servers, paper file cabinets, etc.
  - ▶ hard to find
  - ▶ difficult to reuse
  - ▶ unorganized and unmanaged
- **The Costs are Huge!**
  - ▶ Loss of intellectual capital
  - ▶ Productivity costs
  - ▶ Hardware / network storage costs
  - ▶ Competitive costs
  - ▶ Risks of litigation / fines for non-compliance



# What are organizations using it for?

## Empower Employees

- ✓ Improve productivity
- ✓ Reuse and leverage content across the organization
- ✓ Connect and collaborate across workgroups



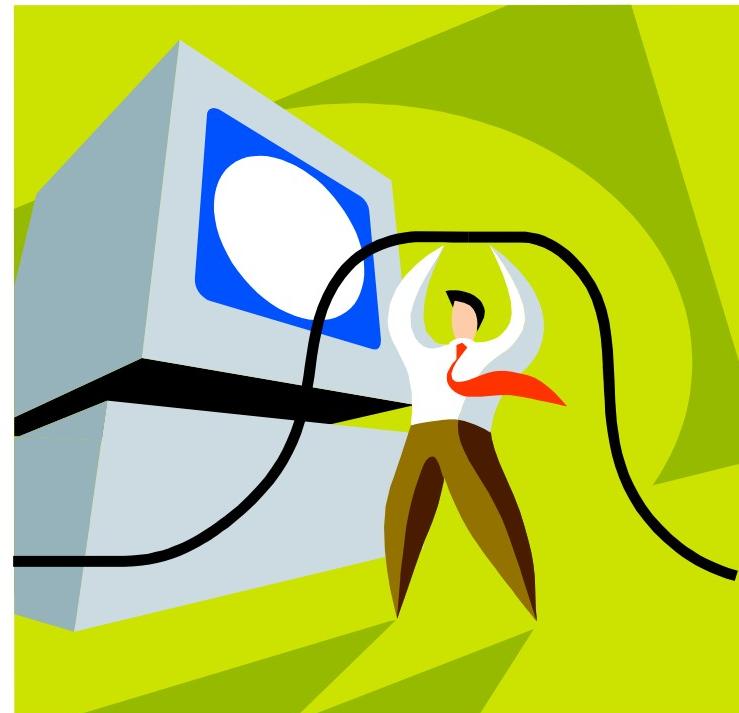
## Solution Areas

- document management
- vendor management
- financial and contract management
- brand and marketing management
- legislation management
- engineering change control
- product management
- underwriting
- case management
- litigation support

# Why are customers buying Lotus Domino Document Manager?

- **The biggest reason is low Total Cost of Ownership:**

- ▶ Leverages existing infrastructure
- ▶ Lower end user training
- ▶ Lower admin training
- ▶ Lower development costs
- ▶ Lower solution cost



## *Lotus Domino Document Manager customers are in good company!*

- 100% of the top US Aerospace and Defense Companies
- 80% of the World's Leading Automotive Companies
- 70% of the World's Leading Chemical Companies
- 65% of the US Government Executive Branch Agencies
- 65% of the World's Leading "Diversified Financial" Institutions
- 60% of the World's Top Pharmaceuticals
- 40% of the Global 100 - World's largest Companies

Source: [www.fortune.com](http://www.fortune.com)



# What is IBM Lotus Domino Document Manager?

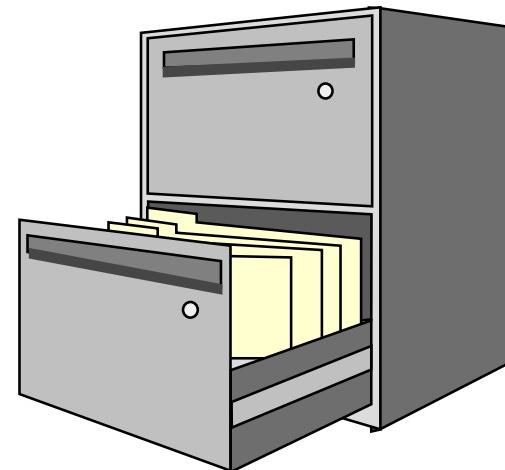
- a collaborative document management product that leverages existing Domino infrastructure for enterprises of all sizes

The screenshot shows the 'Document Manager - Microsoft Internet Explorer' window. The address bar contains the URL <http://rosinante.lotus.com/ActiveXLib.nsf>. The main content area displays the 'My HomePage' dashboard. On the left, a 'Site Map' sidebar lists categories like ActiveX, DEV, General, Misc, Archived Chats, Archived Email, Domino Document, QE, UA, Life Cycle, Checked Out, Favorites, Recently Edited, and Saved Searches. The right side features several widgets: 'Checked Out Items' (listing three items), 'Recently Edited' (listing six items), 'Life Cycle' (showing 'No Documents Found'), and 'Favorites' (listing four items). A search bar at the top is set to 'Search for JSR 170'. The top navigation bar includes links for Back, Forward, Stop, Refresh, Search, Favorites, Media, Mail, and File.

# What are the product features?

- Key Features

- ▶ Familiar filing metaphor
  - Library -> File Room -> File Cabinet -> Binder -> Document
- ▶ Library Services
  - Document profiling
  - Check-in / Check-out for reviews and editing
  - Version control
  - Audit Trail for accountability
  - Security
  - Search and Discovery
- ▶ Out-of-the-box Lifecycle Management
  - Review and approval cycles
  - Publishing
  - Archiving



# Library Services – Document Library Management

The screenshot displays the Domino Document Manager interface. On the left, a sidebar shows a file system-like hierarchy with 'Desktop', 'My Documents', 'My Computer', 'My Network Places', 'Recycle Bin', and 'Doc Manager Neighborhood'. Under 'Doc Manager Neighborhood', there's an 'editor tester' folder containing 'General', 'Misc', 'Email Archive', 'December 2003 Email Archive', 'Sametime Chat Archive', and 'December 2003 Chat Logs'. A 'Search' icon is also present. The main area shows a 'Check In' dialog box with fields for 'File' (set to 'C:\Documents and Settings\Administrator\Desktop\saved chats for screen shot\an'), 'Title' ('Domino Document Manager Product Information'), and 'Check In Options' (radio buttons for 'Check in as version' (selected), 'Check in as draft', and 'Leave checked out'). Below this is a 'Comment' field with the text: 'Domino Document Manager provide robust lifecycle management: Check In/Check Out several level of document security'. To the right, a 'Document Manager Modify Document Properties' dialog box is open, showing 'Permission Settings' (set to 'Inherited from Binder') and a table of permissions for users: admin tester/lotus (Manager), editor tester/lotus (Manager), manager tester/lotus (Manager), and reader tester/lotus (Reader). The bottom right corner of the slide has the text 'Lotus Domino Document Manager'.

Uses a familiar filing metaphor:  
Library – File Room – File Cabinet –  
Binder – Document – just like your own physical file system

Library services: Document profiling, check in/check out, version control, audit trail, security and search and discovery

Navigate the library hierarchy to check in a document as a version or draft and add metadata like a title and comments

Document security lets you select permission setting by person – such as manager, editor, reader, etc.

# Document Lifecycle

The screenshot shows the Domino Document Manager interface within a Microsoft Internet Explorer window. The address bar displays <http://rosinante.lotus.com/ActiveXLib.nsf>. The left sidebar features a 'Site Map' with categories like ActiveX, DEV, General, Misc, QE, UA, and various document types. The main content area includes a search bar ('Search for JSR 170'), sections for 'Checked Out Items' and 'Recently Edited' documents, a 'Life Cycle' section showing 'No Documents Found', and a 'Favorites' section listing items like Archived Email, December 2003, JSR 170 Detail Spec, and Product Information.

Provides a web client interface displaying the document library hierarchy and a way to manage and create customized taxonomies

Out-of-the-box lifecycle management includes review and approval cycles, publishing and archiving

Title	Date
<a href="#">Common Store information</a>	01/06/2004
<a href="#">Domino Document Manager Product Information</a>	01/06/2004
<a href="#">JSR 170 Detail Spec</a>	01/06/2004

Title	Date
<a href="#">JSR 170 Detail Specs</a>	01/06/2004
<a href="#">Domino Document Manager Product Information</a>	01/06/2004
<a href="#">Common Store information</a>	01/06/2004
<a href="#">Domino Document Manager RM information</a>	01/06/2004
<a href="#">Technical Strategy Discussion</a>	01/06/2004

Title	Status
No Documents Found	

Title	Type
<a href="#">Archived Email</a>	Binder
<a href="#">December 2003</a>	Binder
<a href="#">JSR 170 Detail Spec</a>	Document
<a href="#">Product Information</a>	Binder

## What are the product features? (continued)

- Key Features

- ▶ Administration capabilities
  - Multiple libraries
  - File cabinet mobility
- ▶ Integrates and leverages
  - Discussion Forums, Lotus Instant Messaging and Web Conferencing (for collaboration)
  - Lotus Workplace Web Content Management
  - Lotus Notes and Microsoft Outlook email systems
  - DB2 Document Manager (for compound documents)
  - Lotus Workflow
  - Microsoft Word



# Managing Email and Attachments

Improved!

The screenshot shows the IBM Lotus Notes interface. On the left is a sidebar with icons for Welcome, Mail (selected), Inbox (2), Drafts, Sent, Trash, Views, Folders (selected), and Tools. The main area shows an inbox with several emails listed. A yellow callout box points from the bottom right towards the Actions menu. The Actions menu is open at the top, showing options like Add Recipients, Archive, Send Memo to Database Manager, etc. A yellow arrow points from the text in the callout box to the 'Archive' option in the menu.

Select the email(s) / attachment(s) you want to archive from Notes. Go to the Actions Menu and select Move to Document Manager

From	Date	Size	Subject
Moyer	12/18/2003	926,468	for other screenshot
Albert Phenix	12/18/2003	92,760	Screen shot of email
Librett			
Tom Brawn	12/18/2003	11,907	Fw: IBM sees Green

# Domino Document Manager - Instant Messaging Integration

The screenshot displays three windows illustrating the integration of instant messaging with the Domino Document Manager:

- Top Window:** A "Save As" dialog box. The "Save in:" dropdown shows "December 2003 Chat Logs". The "Title" field contains "debbie\_j\_black...". The "File name" field is empty. The "Save as type:" dropdown shows "Chat transcript (\*.txt)".
- Middle Window:** A "Save As" dialog box. The "Save in:" dropdown shows "December 2003 Chat Logs". The "Title" field contains "debbie\_j\_black...". The "File name" field is empty. The "Save as type:" dropdown shows "Chat transcript (\*.txt)".
- Bottom Window:** A list view of chat logs. The table has columns: Title, Version, State, Author, and Modified. The data is as follows:

Title	Version	State	Author	Modified
Customizing QuickPlace	0.1	Draft	editor tester/lotus	12/17/2003 4:28:06
DocRM Discussion with ...	1.0	Released	editor tester/lotus	12/17/2003 4:22:01
ECM Discussion with De...	1.0	Released	editor tester/lotus	12/17/2003 4:07:51
LDAP SSO w/QuickPlace	0.1	Draft	editor tester/lotus	12/17/2003 4:29:16
QuickPlace Discussion	1.0	Released	editor tester/lotus	12/17/2003 4:26:31
Wireless Industry Discu...	1.0	Released	editor tester/lotus	12/17/2003 4:25:49
WorkFlow Discussion	1.0	Released	editor tester/lotus	12/17/2003 4:26:44

A yellow arrow points from the "Save As" dialog in the middle window to the "Save As" dialog in the bottom window. A yellow callout bubble with the text "Just select File, Save As and navigate the library hierarchy to save your instant message chat sessions" is positioned above the top window. A large orange starburst graphic with the word "NEW!" is located on the right side of the bottom window.

## What other features?

- Web client user interface improvements
- Integration with Lotus Notes and Lotus Instant Messaging and Web Conferencing
- LDAP Directory Improvements and Single Sign-on
- Performance Enhancements
  - ▶ Search
- Supported Platforms
  - ▶ Win NT, Win XP, Win 2000, Win 2003 Server (**New**)
  - ▶ AIX 5.1, AIX 5.2 (**New**)
  - ▶ Solaris 8/9



## How can the product help organizations?

### Banking and Financial Services: HSBC



#### Challenge



- Wanted to reduce staff reliance on paper-based systems and implement an electronic document management system that would be available to all 8,500 users

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#### Solution



- IBM Lotus Domino and Lotus Notes
- IBM Lotus Domino Document Manager (Domino.Doc)
- IBM Software Services for Lotus

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#### Benefits



- Eliminated the heavy reliance on paper and cumbersome filing cabinets
- Increased security, resilience, availability and ease of use

# Government: Health Canada



Health  
Canada

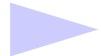
Santé  
Canada

## Challenge



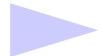
- How to deliver enormous amounts of key health information that needs to be managed efficiently, shared seamlessly with the public, and stored securely

## Solution



- IBM Lotus Workplace Web Content Management
- Lotus Domino Document Manager
- Services from IBM Software Services for Lotus

## Benefits



- Secure and accurate vital health information delivered to the public via their Intranet site
- Leverages 3,900 Lotus Notes databases, 80 HTML-based Web sub-sites & 80 relational databases



# Hertz



## Challenge



- Enable employees spread over 150 different countries to standardize processes, work with the very latest information, and collaborate on projects
- Reduce paper waste, delays, travel and mailing costs

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## Solution



- IBM Lotus Notes® and Domino
- IBM Lotus Instant Messaging and Web Conferencing (Sametime)®
- IBM Lotus Team Workplace (Quickplace)®
- IBM Lotus Domino Document Manager

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## Benefits



- 70% reduction in printed paper within two years
- Instant distribution to multiple locations of important changes to employee manuals and documentation
- Regular meetings – previously impossible – of geographically dispersed teams residing in multiple countries
- Real-time delivery of pre-emptive alerts to mobile employees

# Shoe Retailer: Ludwig Goertz GmbH



## Challenge



- Provide 3000 employees in 240 locations with secure, role-appropriate access to up-to-date documents and information
- Provide just-in-time training and procedural approvals

## Solution



- IBM Lotus Notes and Domino R5/R6
- IBM Lotus Domino Document Manager (Domino.Doc®)
- IBM Content Manager CommonStore 8.0 for Lotus Domino
- IBM Lotus Workflow™ 3.0a
- IBM Lotus Instant Messaging (Sametime®)

## Benefits

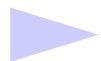


- Improved paper processing times by 25%
- Avoided need to hire additional staff for processing employment applications
- Saved between €200,000 and €300,000 by streamlining business processes
- Delivered over 300 new applications without adding administrators.



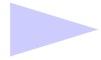
# Electronics Mfg Services: Celestica International, Inc.

## Challenge



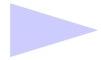
- Needed a way to manage and track contracts and agreements with its customers and suppliers
- 

## Solution



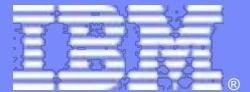
- IBM Lotus Notes® and Domino
  - IBM Lotus Domino Document Manager (Domino.Doc)
- 

## Benefits



- Manages contracts and supplier agreements through the complete lifecycle with proper access controls and security
- Manages 4000 documents that are scanned and stored and new agreements are added at a rate of 700 per year
- Agreements and contracts are always up-to-date, accurate and easy to find





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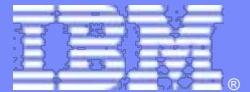
## Appendix:

Partner Add-on Solutions

Back-up Slides



@business on demand software



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## *Partner Add-on Solutions*



@business on demand software

# eRecords Bridge™ Integrating Records Management with Domino Document Manager

## Key Features:

- ▶ Automatic declaration of any Domino Document Manager document as a managed record.
- ▶ Automatic assignment of official document retention periods
- ▶ Full retention & disposition processing for secure document destruction.
- ▶ Extensive supporting audit trail of retention and destruction activities

## Key Benefits:

- ▶ Compliance with US DoD 5015.2 standard for e-records
- ▶ Seamless integration solution delivered out-of-the-box
- ▶ Non-recoverable destruction with supporting audit trails
- ▶ Recordkeeping processing without DDM user effort
- ▶ Apply Litigation “holds” to designated records
- ▶ Manage paper and electronic Records consistently

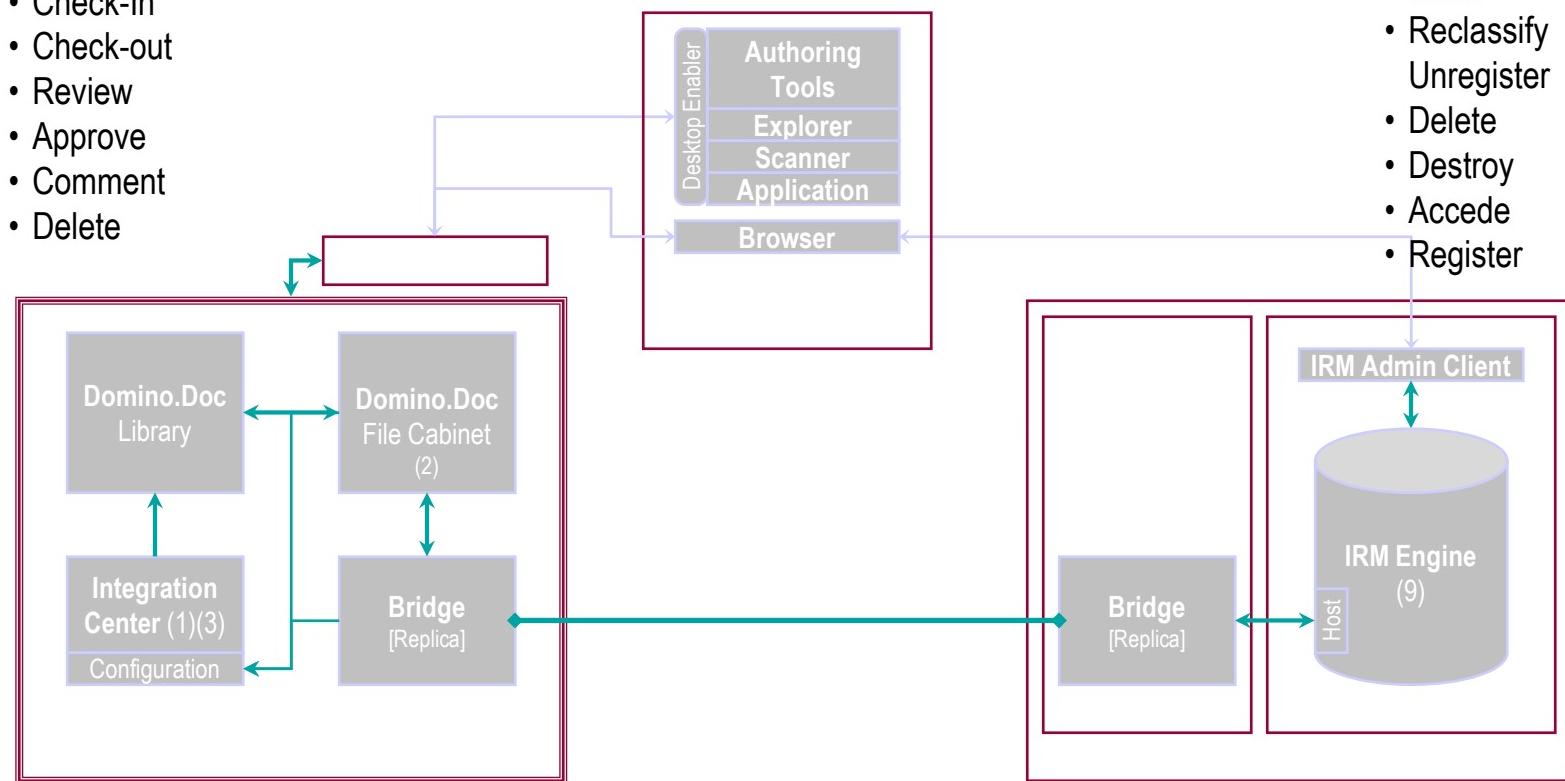


# eRecords Bridge™ System Diagram

## DMS User

### Actions

- Create
- Check-In
- Check-out
- Review
- Approve
- Comment
- Delete



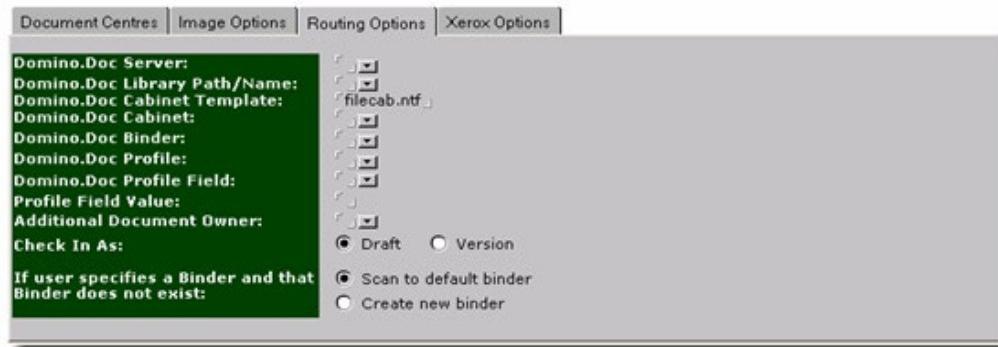
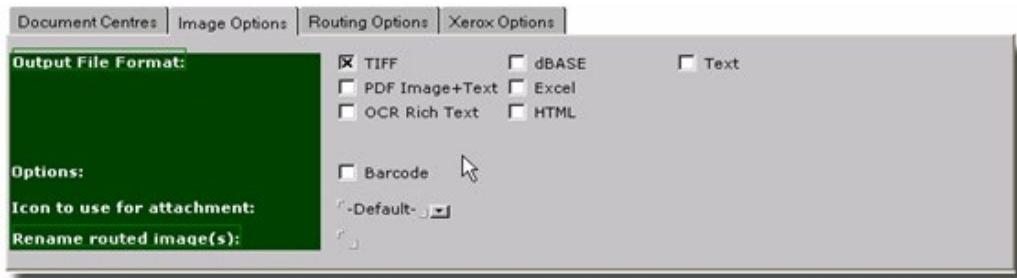
# eRecords Management

- What components are required?
  - ▶ Lotus Domino Document Manager
  - ▶ IBM Records Manager
  - ▶ eRecords bridge by Carefree
- How to sell?
  - ▶ Engage ISSL via Stephanie Woods/Houston/IBM@IBMUS
- Cost?
  - ▶ Initial pilots are approximately \$40k for software and \$40k for services



## Cross Industry

# Intelligent Tools for Lotus Domino Document Manager Imaging / Scanning



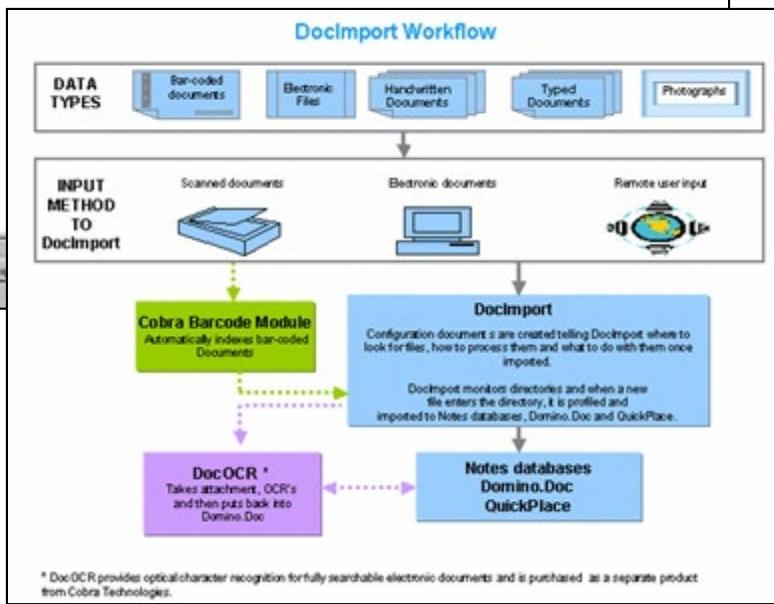
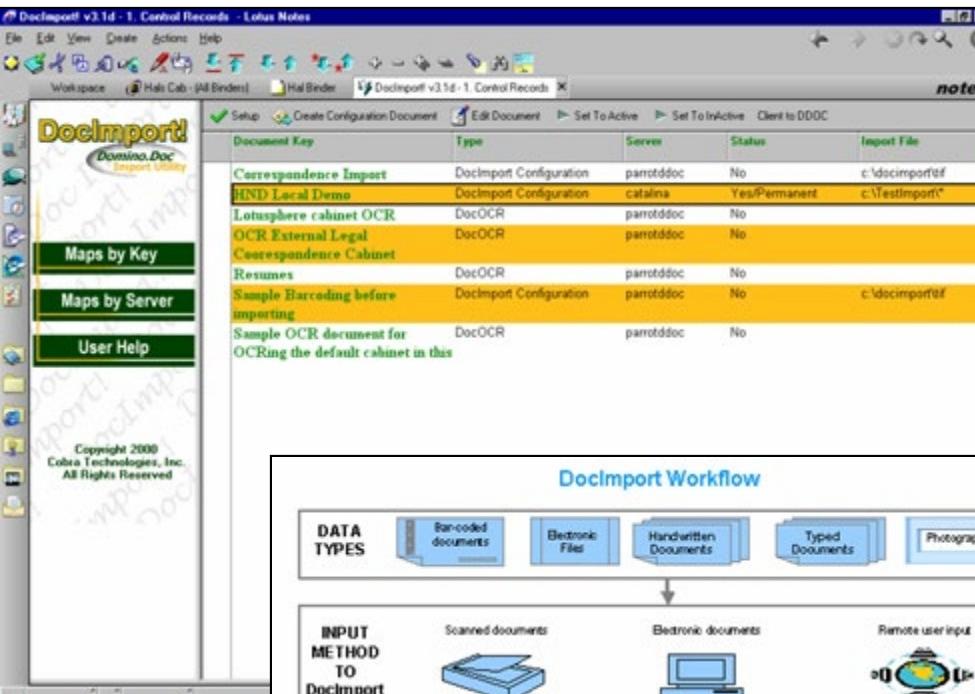
- ✓ **Cobra Image Router (CIR) enables powerful, easy-to-use scanning into Lotus Domino Document Manager and Lotus Notes**
- ✓ **Delivers resulting files (TIF, PDF+text, etc) directly to binder level**
- ✓ **Index with meta-data into the document profile at the point-of-scan**
- ✓ **OCR / Barcode Recognition**
- ✓ **HP / Xerox / Canon – many more devices supported**

**Cobra Technologies**  
[www.cobratech.com](http://www.cobratech.com)  
850-553-9393  
[sales@cobratech.com](mailto:sales@cobratech.com)



## Cross Industry

# DocImport



**Simple and controlled document importing into Lotus Domino Document Manager**

✓ Monitors directories on local/network drive for files of any type **and then imports into Lotus Domino Document Manager.**

✓ Optional barcode module allows for document specific routing and metadata.

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## Cross Industry

# DocMigrate

**- Views -**

- Configurations by Name
- Configurations by Server
- Migration Statistics
- DocMigrate Activity Log
- Web Requests

**- Actions -**

- Migrate from Text File
- Migrate from Notes
- Migrate from Domino.Doc
- Export to Text File
- Export to Notes Database
- Library Builder - Cabinets

Configure a Migration   Configure an Export   Configure Library Builder   Refresh

Key	Server	Source File	Comments
<b>Export</b>			
<b>Fixed Width</b>			
Export To Text File	Pluto		Sample Configuration - Export to Fixed Width T
<b>Notes</b>			
Export To Notes	Pluto	ExportTest.nsf	Sample Configuration - Export to Notes Database
<b>Import</b>			
<b>Binders</b>			
Binder Migration	Pluto	BinderMigration.txt	Sample Configuration for creating binders from t
<b>Fixed Width</b>			
Fixed Width	Pluto	FWMigrationDemo.txt	Sample Fixed Width Configuration Document
<b>Notes</b>			
Cabinet Migration	Pluto	dominoUSCZ-5691.PD.nsf	Sample Configuration for migrating to new cabin
Notes Database	Pluto	DocMigrateDMNotes.nsf	Sample Notes Database Configuration Document

Profile Fields & Values

Number of Columns in source file: 6

Each row in the configuration table below should represent one column from your source file. In each row, select the length of each field, the offset from the previous field and the Domino.Doc profile field this column's data should map to. Indicate whether this field should also be used as a Domino.Doc Object: Cabinet, Domino.Doc Binder, document title or if it is an attachment. If that data is also being used to populate a binder profile, select the binder profile field under the Binder Profile Fields column.

NOTE: Any fields identified below as a Domino.Doc Room, Cabinet or Binder will take precedence over any default values entered above!

#	Field Length	Field Offset	Domino.Doc Document Profile Field	Domino.Doc Object	Default Values	Binder Profile Fields	Input Field Description
1	14	0	Store_Number	Title		Client_Name	
2	22	0	Marketing_Manager	Binder		Sales_Manager	
3	23	0	Business_Unit				
4	22	0	Revenue			BinderCategory	
5	22	0	Launch_Date				
6	17	0		Attachment			

DocMigrate Activity Log

DocMigrate Log Location: Pluto  
Summary logging displays document title in DocMigrate Activity Log. Detailed logging permits a key field, plus 4 additional fields, to be displayed in DocMigrate Activity Log.  
Type of logging: Detailed

Provide users of legacy document management application with a simplified migration path to Lotus Domino Document Manager

✓ Automated File Cabinet and Binder creation **during the migration process**

✓ Allows for both fixed-width text file and Notes database migrations.

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## Cross Industry

# DocOCR

OCR TIFF images Located  
within a Lotus Domino  
Document Manager library

The screenshot shows the 'DocOCR 4.0' configuration interface. At the top left is the 'COBRA' logo. On the right, it says 'DocOCR 4.0'. Below the logo, there are several configuration fields:

- OCR Configuration Name:
- Version:  3.0 or higher
- Server:
- Admin:
- Library Path/Filename:
- Room:
- Search Cabinet:

Below these fields is a formula: `Formula used to locate DDOCS: @IsUnavailable(OCRComplete) & @UpperCase(@Right(@AttachmentNames,3)) = "TIF","LIF" .`

At the bottom left is a section titled 'OCR Settings' containing a table:

Destroy:	<input type="radio"/> No <input checked="" type="radio"/>	OCR Language:	<input type="radio"/> English <input checked="" type="radio"/>
OCR Page Type:	<input type="radio"/> Legal <input checked="" type="radio"/>	OCR Language Group:	1252
OCR File Format:	<input type="radio"/> Rich Text Format <input checked="" type="radio"/>	OCR Receiving Field:	<input type="text" value="TJL"/>
OCR File Type:	*rtf		
Capture Pages in File Field:	<input type="radio"/> <input type="text" value="TJL"/>		

✓ Provides 6 different OCR document types.

✓ Centralized control via a Lotus Notes configuration Document.

## FOR LOTUS DOMINO ENVIRONMENTS

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## Cross Industry

### DocCompare

Compare documents  
and files stored in your Lotus  
Domino Document Manager  
library

The screenshot shows a web application interface. At the top, there are two tabs: 'Document' and 'Discussion'. Below these are several menu items: 'Profile', 'Security', 'Revision History', and 'Activity Log'. On the left, a sidebar contains links for 'View', 'DocCompare', and 'Edit Document'. The main content area displays two resume profiles:

- SARAH RYAN**: Includes a photo, contact information (Home: Tampa, FL 33606), and professional experience sections.
- MARY BROWN**: Includes a photo, contact information (Home: Tampa, FL 33606), and professional experience sections.

The screenshot shows the 'DocCompare' software interface running in Microsoft Internet Explorer. The title bar says 'DocCompare - Microsoft Internet Explorer'. The main content area displays a comparison report:

- Compare Completed**
- Compare Requester:** Tracy Dumper
- Document #1:** Title (Version): Mary Brown Resume (Version 1.0) FileName: Mary Brown Resume.doc  
Link to profile -- [here](#)
- Document #2:** Title (Version): Sarah Ryan Resume (Version 1.0) FileName: Sarah Ryan resume.doc  
Link to profile -- [here](#)
- Comparison Results:**  
Link to comparison result -- [here](#)

At the bottom, it says 'Copyright © 2003, Cobra Technologies, Inc. All rights reserved.'

✓ Multiple file  
format  
compatibility.

✓ Direct  
integration with  
Lotus Domino  
Document  
Manager

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[sales@cobratech.com](mailto:sales@cobratech.com)

## Cross Industry

# DocRender

Bring the power of  
PDF to your organization

The screenshot shows the 'DocRender 4.0' configuration interface. It includes a logo for 'COBRA' with a sunburst graphic. The configuration details are as follows:

Render Configuration Name:	Test01
Version:	3.0 or Higher
Server:	Server01
Library Path/Filename:	domdoc\GatorsLib.nsf
Room:	Default
Search Cabinet:	Zoolster
DocRender Work Directory:	C:\cobra\ServPDF\
PDF Input Queue Directory:	
PDF Output Queue Directory:	
PDF Error Directory:	
Render Field Contents:	ViewFile
Render File Names Field:	ViewFileName
Destroy:	No
View in Document Storage:	

Formula used to locate DDO Cuments: @IsUnavailable(RenderComplete) & @Attachments > 0 & !@Contains(@AttachmentNames,"PDF")

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✓ PDF creation from over **285** file types

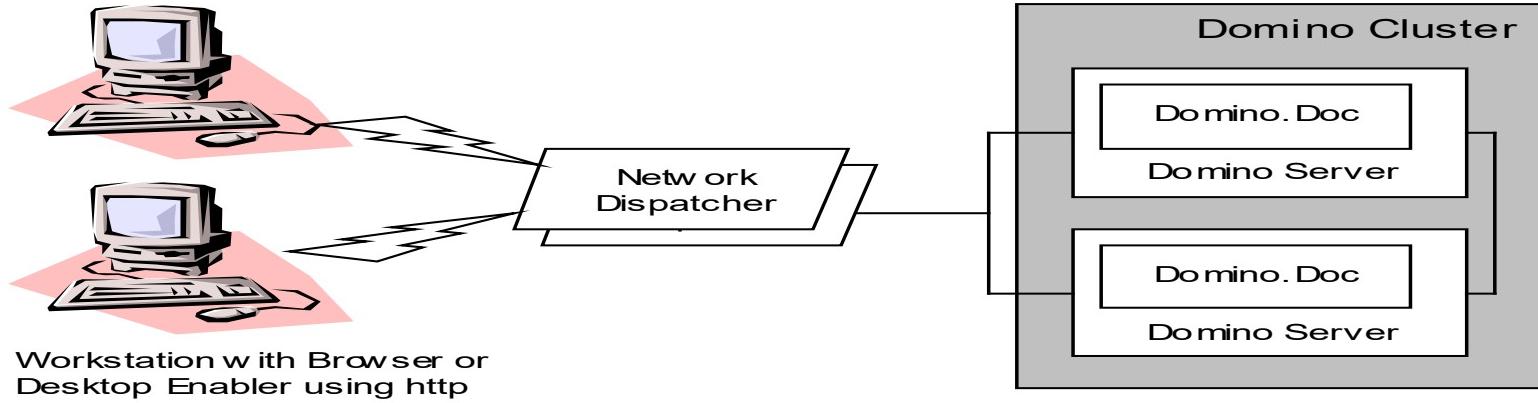
✓ Unifies documents in the library for easy viewing by library users.

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[sales@cobratech.com](mailto:sales@cobratech.com)



**Cross Industry**

# Carefree Technologies – Fail Over and Load Balancing©



**Full user access  
(24 x 7) even while  
performing backup**

**Enables Domino  
clustering for Lotus  
Domino Document  
Manager**

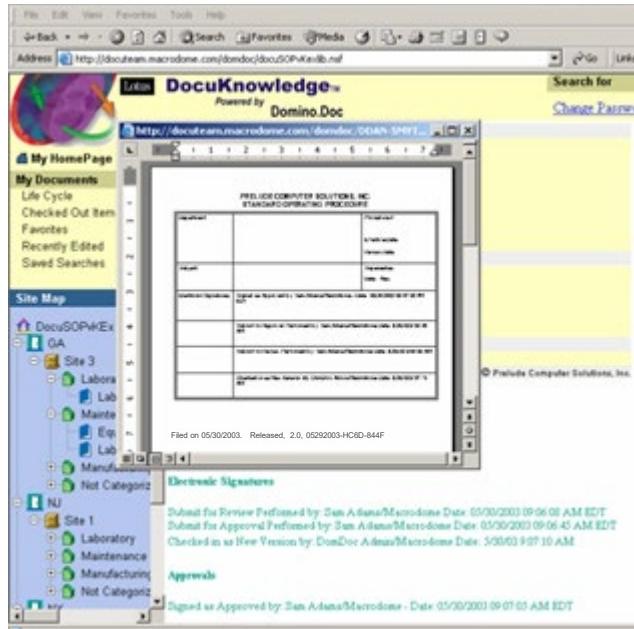
**Carefree Technologies Inc.**  
Bill Plunkett  
480.473.8199  
bplunkett@carefreetech.com

## Pharmaceutical Industry

# DocuKnowledge™ FDA 21 CFR Part 11 Compliance

- Add functions required to meet FDA Part 11 compliance for Lotus Domino Document Manager

- ▶ **Electronic Signature and Signature Manifestation**
- ▶ **Enhanced Password, Audit Logs, Security Module**
- ▶ **Document Stamping Function**
- ▶ **Validated**



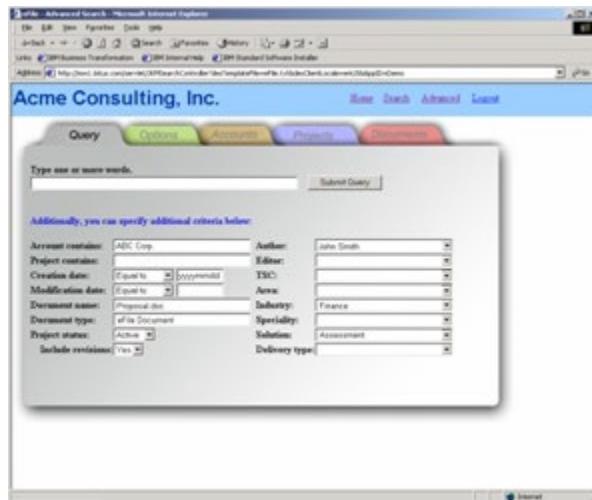
**Prelude Computer Solutions, Inc.**  
**Barbara Brennan**  
**973-331-3740 x118**  
[Barbara.Brennan@preludeinc.com](mailto:Barbara.Brennan@preludeinc.com)  
[www.preludeinc.com](http://www.preludeinc.com)

## Cross Industry

# Lotus Workplace for Collaborative Case Management

*The solution for folder and case management application that require integrated document management and distributed/disconnected use*

- Integrates Folder/Case Management services with document management
  - ▶ Foldering and Case Management Indexing
  - ▶ Full Document Management Services
  - ▶ Integrated Instant Messaging
- Provides document services for project oriented and team collaboration
- Lotus Notes, Lotus Domino v5.0, Lotus Extended Search v 4.0, Lotus Instant Messaging
- Lotus Domino Document Manager v 3.5



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## Public Companies

# Lotus Workplace for Business Controls and Reporting

*Provides a cost effective, easy to deploy, collaborative software solution that effectively manages collaborative creation, storage, access and distribution of content related to corporate governance*



- An application framework designed to
  - ▶ Accommodate KPMG's audit best practices catalog with system-specific process and controls
  - ▶ Help companies faced with management assessment of internal controls requirements of Section 404 of Sarbanes Oxley
  - ▶ Modular to integrate e-learning, records management to extend the solution
- Leverages WebSphere Portal and uses IBM's Content Management and real time Collaboration infrastructure

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## Public and Private Organizations

# ISSL Solution for Board of Directors Meeting Management

*Provides a cost effective, easy to deploy, collaborative software solution that eliminates binders and papers required for Board meetings*

- Collate, create and distribute meeting materials electronically.
- Allow Board members to access both current and historical materials via laptops,
- Print or copy selected documents to pre-formatted compact disks
- Leverages IBM Lotus Domino Document Manager and IBM Lotus Team Workplace



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## Cross Industry

# Correlate K-Map: Solutions for Lotus Domino Document Manager

The screenshot shows the Lotus Domino Document Manager interface. At the top, there's a search bar with 'Search for' and 'Advanced Search' buttons. Below the search bar, there are tabs for 'Document' and 'Binder'. The main content area displays a list of documents with columns for Title, Version, Type, Author, and Modified. The list includes:

Title	Version	Type	Author	Modified
Briefing Book	1.0	Application	Jim Kridel/Correlate	2/27/2002 02:54:16 PM
Case Opening Kit	2.0	Application	Dave Dexter/Correlate	12/10/2002 12:57:30 PM
Causes of Action	1.0	Application	Ilan Kravitz/Correlate	6/23/2002 04:30:42 PM

Below the search results, there's a link to 'Return To Library > Templates > Legal'. On the left, there's a 'My Documents' sidebar with links for 'Life Cycle', 'Checked Out Items', 'Favorites', 'Recently Edited', 'Saved Searches', and 'Correlate K-Map'. A 'Site Map' sidebar lists categories like 'correlate', 'Common', 'Templates', 'K-Map', 'Finance', 'HR', 'Legal', 'Projects', 'Sales & Mar', 'Submission', 'Not Categorized', and 'Default Binders'. The 'K-Map' category is expanded, showing sub-categories 'Finance', 'HR', 'Legal', 'Projects', 'Sales & Mar', 'Submission', 'Not Categorized', and 'Default Binders'. The 'Correlate K-Map' application window is open, displaying a 'FDA 510k Submission' template. The template includes sections for 'Info' (with '510k Information', 'How to', 'FDA information', and FDA logo) and 'Process' (with 'Submission Documents' like 'Cover Letter' and 'Table of Contents').

Enhances Lotus Domino Document Manager with

- ▶ Virtual Document and Foldering Capability
- ▶ Alternative User Interface
- ▶ Industry/Process-specific templates
- ▶ Sophisticated Offline capabilities

## Cross-Industry Solutions:

- Project Management – Manufacturing
- Case Management – Financial
- Proposal Generation

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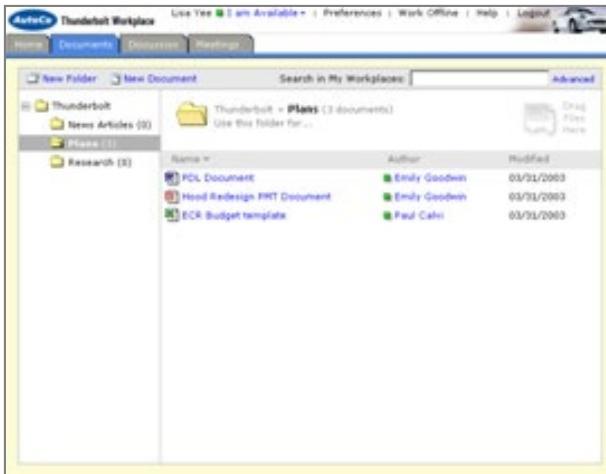
Sold by IBM ISSL

## Cross Industry

# Lotus Workplace for Collaborative Documents

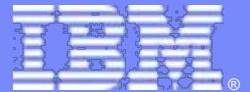
*The solution for  
Enterprise access to  
Documents within  
teams or corporate  
wide.*

- Enterprise Document Management Services
  - ▶ Expose content and library navigation in portal
  - ▶ Establish a shared repository for documents
- Utilizes market leading Lotus Domino Document Manager for document management support and storage services
  - ▶ Document Indexing, Foldering, searching
  - ▶ Version Control
  - ▶ Check-in/out
- Full Document level security



**IBM Software Group**  
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[debbie\\_j\\_black@us.ibm.com](mailto:debbie_j_black@us.ibm.com)





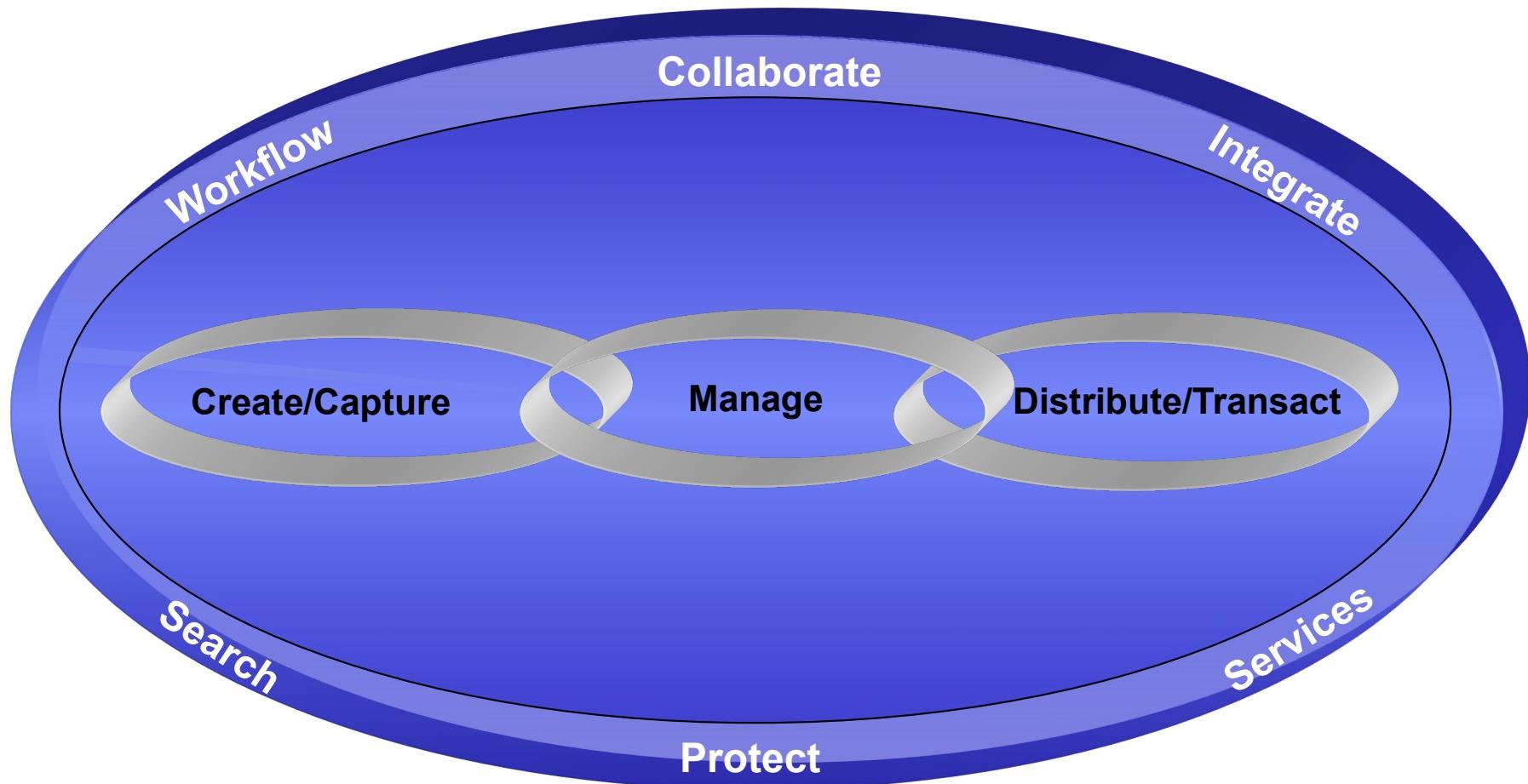
IBM Software Group

## *Back-up Slides*



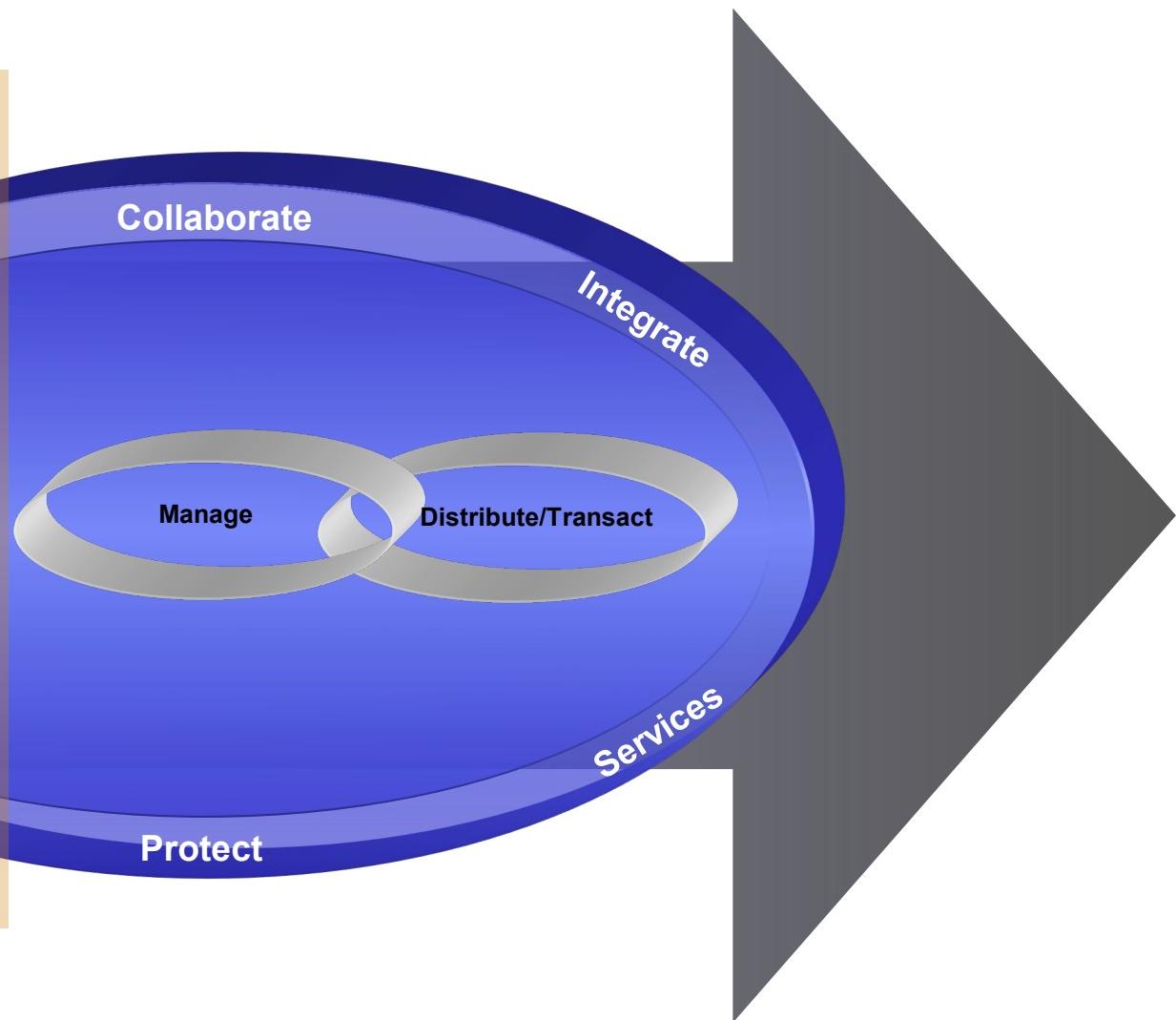
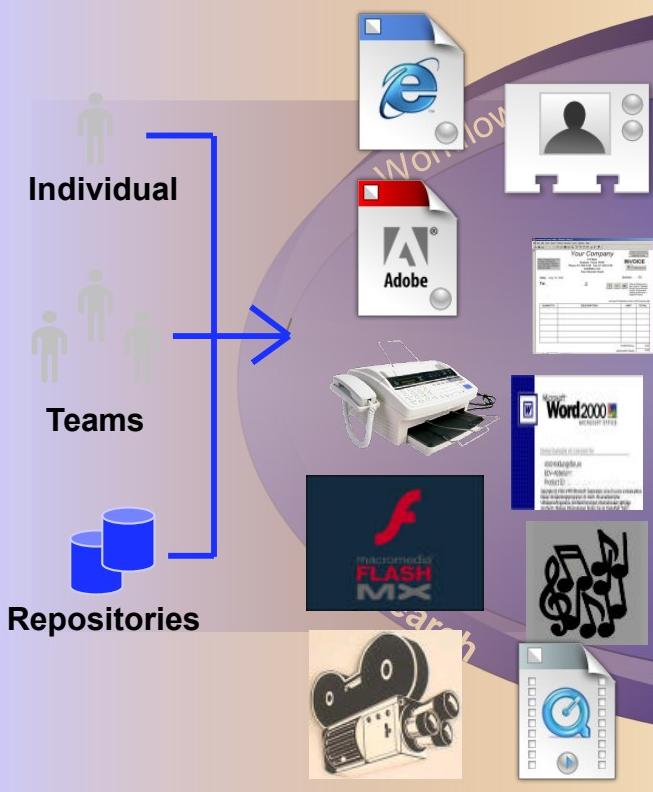
@business on demand software

## How does the product fit with the IBM Content Management portfolio?



## Create/Capture

...all forms of information



Create/Capture

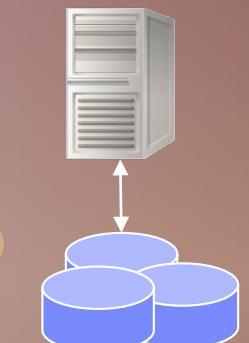
Manage

**...all forms of information**

Collaborate

Workflow

Create/Capture



Integrate

Distribute/Transact

Services

Search

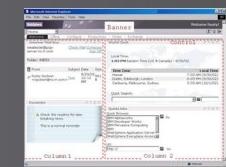
Protect

Create/Capture

Manage

Distribute/Transact

...all forms of information



## How does the product fit with the IBM Content Management portfolio?

### Collaborative Documents:

- office documents
- chats
- e-mail



### Web Content:

- Internet
- intranet
- extranet



*ECM makes information, captured as content easy to store, find, use, update and discard*

### Rich Media:

- photos
- videos
- audio



### High Production:

- document imaging
- computer output archiving / presentment



## Where does it fit with all the other IBM document management products?

- For compound document management support use with DB2 Document Manager
- For web content management use with Lotus Workplace Web Content Management



## How does it fit with the Lotus Domino family of products?

- Common release schedule starting with release 6.5.1
- Common set of operating systems
- Common set of languages
- Common set of supported browsers
- Install secure in the knowledge that they have been tested and are supported to run together

